

RFP # 582-8053
for
MAILING SERVICES
CITY OF FORT LAUDERDALE

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ATTACHMENT #1 & 1A

Certificates of Insurance

ACORD™

DATE
8/3/98

PRODUCER
Davis Baldwin, Inc.
P.O. Box 25277
Tampa, Florida 33622

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES

813-287-1936

COMPANIES AFFORDING COVERAGE

COMPANY A Hartford Casualty Insurance


COMPANY B

COMPANY C

COMPANY D

INSURED
ADP TotalSource III, Inc.
5800 Windward Parkway
Alpharetta, GA 30005

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

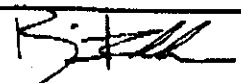
CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> OWNER'S & CONTRACTOR'S PRO				GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ PERSONAL & ADV INJURY \$ EACH OCCURRENCE \$ FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EACH ACCIDENT \$ AGGREGATE \$
	EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM				EACH OCCURRENCE \$ AGGREGATE \$
A	WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNER/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL	21WNJ73500	04/01/1998	04/01/1999	<input checked="" type="checkbox"/> MC STAT TORY LIMITS <input type="checkbox"/> OTHER EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS
 For those employees leased to POSTAL CENTER INTERNATIONAL, INC.
 FROM ADP TotalSource III, Inc.
 BROAD FORM ALL STATES COVERAGE ENDORSEMENT INCLUDED

CITY OF FT. LAUDERDALE FL
 PURCHASING DEPT
 100 N ANDREWS AVE. 3RD FLOOR
 FT. LAUDERDALE, FL 33301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



ACORD. CERTIFICATE OF LIABILITY INSURANCECSR EO
POST-01DATE (MM/DD/YY)
08/03/98

PRODUCER

AmerInsurance, Inc.
3401 N.W. 82 Ave. #300
Miami FL 33122

Ernesto Freyre, Jr.

Phone No. 305-470-2011 Fax No. 305-477-0361
INSURED

Postal Center International
3406 SW 26th Terrace
Ft. Lauderdale FL 33312

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE
HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR
ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

COMPANY
A THE HARTFORD

COMPANY
B

COMPANY
C

COMPANY
D

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO I, TR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY	21UUNLF9219	07/07/97	01/01/99	GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG \$ Included
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 50,000
A	AUTOMOBILE LIABILITY	21UUNLF9219	07/07/97	01/01/99	MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT \$ 1,000,000
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE \$
	NON-OWNED AUTOS				
	GARAGE LIABILITY				
	<input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN AUTO ONLY:
					EACH ACCIDENT \$
					AGGREGATE \$
	EXCESS LIABILITY				
	<input type="checkbox"/> UMBRELLA FORM				EACH OCCURRENCE \$
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM				AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				
	<input type="checkbox"/> INCL				WC STATU- TORY LIMITS OTH- ER
	<input type="checkbox"/> EXCL				EL EACH ACCIDENT \$
					EL DISEASE - POLICY LIMIT \$
					EL DISEASE - EA EMPLOYEE \$
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

CERTIFICATE HOLDER IS LISTED AS ADDITIONAL INSURED

CERTIFICATE HOLDER

CITY-19

CITY OF FORT LAUDERDALE
BUILDING DEPARTMENT
100 NORTH ANDREWS AVENUE
FORT LAUDERDALE FL 33302

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT. BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Ernesto Freyre, Jr.

Ernesto Freyre Jr.

ACORD CORPORATION 1988

RFP # 582-8053
for
MAILING SERVICES
CITY OF FORT LAUDERDALE

ATTACHMENT #2

General Information

Financial References:

1. City of Fort Lauderdale
100 N. Andrews Avenue
Fort Lauderdale FL 33301
Telephone: (954)468-1665
2. Postal Technologies Inc.
6201 East 43rd Street
Tulsa OK 74135
Telephone: (918)622-2622
3. Moonlight Printing, Inc.
876 NE 42nd Street
Oakland Park FL 33334
Contact: Don Seydel Telephone: (954)565-7243
4. Suntrust Bank
2626 E. Oakland Park Blvd.
Fort Lauderdale FL 33306
Telephone: (954)766-2100

ATTACHMENT #3**Balance Sheet**

Postal Center International, Inc.

Balance Sheet

as of December 31, 1997 and 1996

	Balance as of 12/31/97	Balance as of 12/31/96
<hr/>		
ASSETS		
Current Assets		
Cash On Hand	\$ 368,078.76	\$ 34,239.09
Employee Advances	115.47	2,500.00
Accounts Receivable - Trade	1,497,055.98	1,507,022.41
Postage Inventory	202,455.14	595,559.86
Prepaid Expenses	24,161.00	57,406.38
	<hr/>	<hr/>
Total Current Assets	2,091,866.35	2,196,727.74
Property and Equipment		
Transportation Equipment	180,005.71	139,036.44
Furniture and Fixtures	20,269.00	20,269.00
Furniture and Fixtures-Orlando	9,958.00	9,958.00
Equipment	1,700,450.94	1,619,536.06
Office Equipment	53,555.64	28,421.57
Less Accumulated Depreciation	(1,483,854.00)	(1,138,567.00)
	<hr/>	<hr/>
Total Property and Equipment	480,385.29	678,654.07
Other Assets		
Deposits	17,416.52	17,416.52
	<hr/>	<hr/>
Total Other Assets	17,416.52	17,416.52
	<hr/>	<hr/>
Total Assets	\$ 2,589,668.16	\$ 2,892,798.33
	=====	=====

See Accountants'
Compilation Report

RFP NO. 582-8053, 3 YR. CONTRACT FOR MAILING AND FULFILLMENT SERVICES
CITY OF FORT LAUDERDALE/BROWARD CO-OP GROUP

PROPOSAL SIGNATURE/GENERAL SUMMARY PAGES

TO: The City of Fort Lauderdale

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the RFP. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this proposal. I certify that I have not divulged to, discussed with, or compared this proposal with other proposer(s) and have not colluded with any other proposer(s) or parties to this RFP. I certify I am authorized to contractually bind the proposing firm.

Proposal submitted by:

Name (printed) ROBERT SENTOCHNIK Title: GENERAL MANAGER

Company: (Legal Registered) POSTAL CENTER INTERNATIONAL, INC.

Address: 3406 SW 26th TERRACE

City FORT LAUDERDALE State: FLORIDA Zip 33312

Telephone No. (954) 321-5644 FAX No. (954) 797-8697

Signature: Robert Sentochnik Date: August 4, 1998

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in his proposal:

Addendum No. Date Issued

01 7/16/98

1. VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of RFP, attachments or proposal pages. No variations or exceptions by the Proposer will be deemed to be part of the proposal submitted unless such variation or exception is listed and contained within the proposal documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your proposal complies with the full scope of this RFP.

Variances: _____

RFP NO. 582-8053, 3 YR. CONTRACT FOR MAILING AND FULFILLMENT SERVICES
CITY OF FORT LAUDERDALE/BROWARD CO-OP GROUP

2. Location of Service Facility(ies), if different from address on page 1 of the ITB :

POSTAL CENTER INTERNATIONAL, INC.

3406 SW26th TERRACE

FORT LAUDERDALE, FL 33312

3. Are you able to comply with the City's daily pick-up and Post Office mail delivery schedule? YES: x NO: _____

If NO, please explain: _____

4. After City award of this Contract, how many days will be needed to begin services? _____ 0 /days after award notification.

Service will be continued without interruption.

5. a) Provide a list of client references for whom you are currently providing the same services as contained in the ITB, with particular emphasis on other government agencies. (Include name of agency, address, contact person and telephone No.) A MINIMUM OF THREE IS REQUESTED: IF ADDITIONAL SPACE IS NEEDED, PLEASE INCLUDE AS AN APPENDIX TO YOUR BID.

OFFICE OF INFORMATION & TECHNOLOGY - Gail Wall - (954)357-8507

CITY OF HOLLYWOOD - Richard Roberts - (954)921-3545

NOVA SOUTHEASTERN UNIVERSITY - Bob Lee - (954)262-8873

b) Please submit a list of financial references who can substantiate your ability to execute the requirements of this contract. (include contact name & telephone No.)

SEE ATTACHMENT #2

6. a) How many years has your company been providing these services?

14 /years

b) Name and indicate the experience of principal individuals who would work directly with representatives of the City during the Contract term. (If additional space is required, please include as an appendix to your Bid): _____

SEE APPENDIX A

RFP NO. 582-8053, 3 YR. CONTRACT FOR MAILING AND FULFILLMENT SERVICES
CITY OF FORT LAUDERDALE/BROWARD CO-OP GROUP

PROPOSAL PAGES PART I FINANCIAL PROPOSAL

ITEM DETAIL COSTS:

1. **PRICING:** Indicate your firm, fixed total cost (fee) to the City for the following services, in accordance with the RFP:
For the purpose of tabulation, the quantities for extended totals will be computed using volumes for the City of Fort Lauderdale.

<u>SERVICE DESCRIPTION</u>	<u>Unit Price</u>	<u>Estimated Quantity</u>	<u>Est. Total Extended Cost</u>
----------------------------	-------------------	---------------------------	---------------------------------

I. First Class Mail:

a. Encode/Presort, 1oz.	<u>\$.017</u>	<u>/per piece</u>	
2oz.	<u>\$.017</u>	<u>/per piece</u>	
3oz.	<u>\$.029</u>	<u>/per piece</u>	
4oz.	<u>\$.029</u>	<u>/per piece</u>	
5oz.	<u>\$.029</u>	<u>/per piece</u>	

b. Encode/Presort Zip +4 Barcode
\$.017 /per piece 600,000 \$10,200.00

c. If Bidder offers other services and related charges for above encode/presort and bar-coding options, please attach as an appendix to your bid.

Other services/Charges attached? YES: x NO: _____

II. Pre-Barcoded Mail: Bidder please indicate a firm, fixed cost to the City to pick-up mail from the City and deliver to the designated U.S. Post Office location. If charges will vary for each participating agency, please indicate the individual charge/per pick-up site:

a. City of Fort Lauderdale: \$.00 /per pick-up & delivery
b. City of Oakland Park: \$.00 /per pick-up & delivery
c. Any other City: \$.00 /per pick-up & delivery

III. Bulk Mail: Bidder please include all details for services and associated costs for the following services as an appendix to your bid, in accordance with the RFP specifications.

1. Cost of set-up (sortation, bundling 3/5 set-up) \$.029 /per piece
2. Cost for barcoding bulk mail \$.017 / per piece
3. Cost for handling encoded/presorted 3rd class mail \$.017 /per pc
4. Cost for carrier route sortation \$.015 / per piece

RFP NO. 582-8053, 3 YR. CONTRACT FOR MAILING AND FULFILLMENT SERVICES
CITY OF FORT LAUDERDALE/BROWARD CO-OP GROUP

5. Other related costs, not stated above.

Attached? YES: _____ NO: X

a. For the purpose of tabulation, the estimated quantity shown in the RFP specifications for the City of Fort Lauderdale will be used for Bulk Mail. Bidder please indicate firm, fixed cost (fee) to the City for bulk mail encode/presort, barcoding, and processing, as follows:

<u>SERVICE DESCRIPTION</u>	<u>Unit Price</u>	<u>Estimated Quantity</u>	<u>Est. Total Extended Cost</u>
Encode/Presort:	<u>\$.017 /per piece</u>	<u>300,000</u>	<u>\$5,100.00</u>

IV. FLATS: Bidder please indicate a firm, fixed cost (fee) to process the following:

For the purpose of tabulation, the estimated quantity shown in the RFP specifications for the City of Fort Lauderdale will be used.

1. First Class Encode/Presort:
\$.029 /per piece 5,000 \$145.00
(Above based on within Florida)

2. Third Class with 1st Class timing: Please provide pricing schedule based weights varying from 5.1 oz to 70 #'s, as an appendix to your bid.

Attached? YES: _____ NO: _____

V. Optional Services: Bidder please provide a firm, fixed cost for the following services, in accordance with the RFP specifications:

1. Daily metering service \$.01 /per piece

2. Labeling:

a. Chesire: \$.018 /per M

b. Self-adhesive: \$.018 /per M

Ink-Jet Addressing from disk:

\$.015 /per M

Include rate in various quantity breaks, if applicable.

3. Inserting in #10 envelope:

a. 1 insert: \$12.00 /per M

b. 2 inserts: \$13.00 /per M

c. 3 inserts: \$14.00 /per M

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CITY OF FORT LAUDERDALE/BROWARD CO-OP GROUP

4. Folding:
a. Trifold: 8 1/2x11": \$ 8.00 /per M
b. Quadfold: 8 1/2x14": \$ 8.00 /per M
5. a. Tabbing: Cost/per piece
1 tab \$.008 /ea
2 tabs \$.01 /ea.
6. Fast Forward: Cost/per piece
To do change of Address: \$.001 /ea.
7. Maintain Mailing List: Please provide a complete list of services and associated cost. Details should be provided to address all related mailing list services, including: initial set-up; carrier route sortation (various); USPS certification requirements and costs; de-dupping; adds and deletes; merge/purge.**SEE APPENDIX B - MAILING LIST SERVICES
- Mailing List Services & Charges included? x YES NO
8. Bursting of forms: Please provide details and associated costs. \$.008
9. Certified Mail: Handling fee? \$.25 /ea.
(If applicable).
10. OTHER FEES/SERVICES?

APPENDIX A

PRINCIPAL INDIVIDUALS

The following people are involved in the day to day activities associated with the City of Fort Lauderdale.

Lennie Tenn - Courier Manager

Lennie has been working for PCI for three years and is responsible for managing all of our courier and driver related functions. Lennie came to us from Courier Dispatch where he was the lead dispatcher. Lennie has over 15 years experience in the Courier Business.

Shyrl Bradford - Direct Mail Manager

Shyrl has been working for PCI for three years and is responsible for managing the day to day activities of our Direct Mail department. Shyrl has over 22 years experience in the Direct Mail Industry, having worked for such companies as DMAC and VAN DEE. Shyrl is an expert in Mail Format and Design.

Dawn Price - Account Representative

Dawn has been working for PCI for two years and is responsible for customer service on certain accounts. Dawn is trained in Mail Piece Design and has lectured and given seminars on the topic. She recently completed a lecture series on Mail Piece Design for Columbia Hospitals.

Richard O'Rourke - Account Rep - Database Management

Richard has been working for PCI for three years and is responsible for handling customer service issues for several accounts. Richard just completed a **10 Point Mail Systems Analysis** for the Management Group of Suntrust Bank. Richard is an expert in Laser Printing and postal savings.

Scott Lillico - Operations Manager

Scott has been working for PCI for two years and is responsible for the day to day operations of the operations plant. Scott works extensively with the U.S.P.S. Scott has toured many facilities throughout the U.S.A. as part of our **Industry Awareness Program**.

Susan O'Rourke - Office Manager

Susan has been working for PCI for five years and is responsible for all Office functions. Susan is also in charge of our Facilities Management Department. Currently we run the Mail Services Department for two companies employing a total of 9 off-site staff. We are in our fifth year at First Data Merchant Services where we employ six people.

Robert Sentochnik - General Manager

Robert has been working for PCI for over 10 years and is responsible for the day to day running of the company. Robert oversees PCI's **10 Point Mail System Analysis Program**. His extensive background in MIS has helped PCI stay on the cutting edge as we move forward. Robert is a member of the Florida Direct Marketer's Association, The National Association of Presort Mailers and the Mail Advertising Service Association. Robert recently completed an analysis of the Mail Services Department of Republic Industries, which will result in a yearly savings to Republic of over \$ 200,000.

APPENDIX B

Database and Mailing List Services

Database Services

Address Standardization, Zip+4, &
Cass Certification

Cost

\$.002 per piece

De-Dupe Elimination

\$.002 per piece

Merge\Purge

\$.002 per piece

Mailing List Services

Resident Mailing List

Cost

\$.015 per piece

Consumer Mailing List

Cost depends on
Demographics and
Psychographics required

APPENDIX C

POSTAL CENTER INTERNATIONAL RATE SCHEDULE

WEIGHT	ZONE---->	2	3	4	5	6	7	8
FLAT								
=====								
6 OZ		1.39						
7 OZ		1.62						
8 OZ		1.80						
9 OZ		2.03						
10 OZ		2.21						
11-15 OZ		2.50						
1 LBS		2.65	2.65	2.65	2.65	2.77	2.80	2.85
2 LBS		2.75	2.76	2.77	2.78	2.79	2.80	2.85
3 LBS		3.55	3.65	3.75	3.85	4.03	4.04	4.05
4 LBS		4.15	4.15	4.15	4.15	4.50	4.55	4.60
5 LBS		4.80	4.95	4.95	4.95	5.30	5.35	5.40
6 LBS		4.80	5.00	5.00	5.35	6.80	7.60	8.55
7 LBS		4.95	4.95	5.35	5.95	7.50	8.45	9.60
8 LBS		5.15	5.15	5.75	6.55	8.25	9.35	10.65
9 LBS		5.35	6.25	7.20	8.30	9.00	10.20	11.70
10 LBS		5.60	5.60	6.80	7.80	9.75	11.10	12.75
11 LBS		6.00	6.00	7.30	8.45	10.50	12.00	13.75
12 LBS		6.40	6.40	7.80	9.05	11.25	12.85	14.80
13 LBS		6.75	6.75	8.35	9.65	12.00	13.75	15.85
14 LBS		7.15	7.15	8.85	10.30	12.75	14.60	16.90
15 LBS		7.55	7.55	9.35	10.90	13.50	15.50	17.95
16 LBS		7.70	7.70	9.65	11.30	14.25	16.40	19.00
17 LBS		8.10	8.10	10.15	11.90	15.00	17.25	20.05
18 LBS		8.50	8.50	10.65	12.55	15.75	18.15	21.05
19 LBS		8.90	8.90	11.20	13.15	16.45	19.00	22.10
20 LBS		9.30	9.30	11.70	13.75	17.20	19.90	23.15
21 LBS		9.70	9.70	12.25	14.40	17.95	20.80	24.20
22 LBS		10.10	10.10	12.75	15.00	18.70	21.65	25.25
23 LBS		10.50	10.50	13.25	15.65	19.45	22.55	26.30
24 LBS		10.90	10.90	13.80	16.25	20.20	23.40	27.35
25 LBS		11.30	11.30	14.30	16.90	20.95	24.30	28.40
26 LBS		11.70	11.70	14.80	17.50	21.70	25.20	29.40
27 LBS		12.10	12.10	15.35	18.10	21.45	25.05	29.45
28 LBS		12.50	12.50	15.85	18.75	22.20	25.95	30.45
29 LBS		12.90	12.90	16.35	19.35	23.95	27.80	32.55
30 LBS		13.30	13.30	16.90	20.00	24.70	28.70	33.60
31 LBS		13.70	13.70	17.40	20.60	25.45	29.60	34.65
32 LBS		14.10	14.10	17.95	21.20	26.15	30.45	35.70
33 LBS		14.50	14.50	18.45	21.85	26.90	31.35	36.70
34 LBS		14.90	14.90	18.95	22.45	27.65	32.20	37.75
35 LBS		15.30	15.30	19.50	23.10	28.40	33.10	38.80
36 LBS		16.70	16.70	21.50	23.70	29.15	34.00	39.85
37 LBS		17.10	17.10	21.50	25.35	29.90	34.85	40.85

38 LBS	17.45	17.45	22.05	25.95	30.65	35.75	41.95
39 LBS	17.85	17.85	22.55	26.55	31.40	36.60	43.00
40 LBS	18.25	18.25	23.05	27.20	32.15	37.50	44.00
41 LBS	18.65	18.65	23.60	27.80	32.90	38.40	45.05
42 LBS	19.05	19.05	24.10	28.45	33.65	39.25	46.10
43 LBS	19.45	19.45	24.60	29.05	34.40	40.15	47.15
44 LBS	19.85	19.85	25.15	29.65	35.15	41.05	48.20
45 LBS	20.25	20.25	25.65	30.30	35.90	41.95	49.30
46 LBS	20.55	20.55	26.10	30.80	36.50	42.70	50.20
47 LBS	21.00	21.00	26.60	31.40	37.50	43.60	51.20
48 LBS	21.30	21.30	27.10	32.00	38.00	44.40	52.20
49 LBS	21.70	21.70	27.60	32.70	38.80	45.30	53.30
50 LBS	22.00	22.00	28.00	33.00	39.00	46.00	54.00
51 LBS	22.00	22.00	28.00	34.00	40.00	47.00	55.00
52 LBS	23.00	23.00	29.00	34.00	41.00	48.00	56.00
53 LBS							

PROPOSAL PAGES PART II TECHNICAL PROPOSAL

APPENDIX D - Scope of Services

The City of Fort Lauderdale has been a customer of Postal Center International, since October of 1990. During these eight years we have come to know and be able to respond to the needs of the City of Fort Lauderdale. Our growing base of over 300 Daily, Barcode and Presort customers, plus our over 200 Direct Mail customers gives us experience in a wide variety of Mailing Services. In addition, we currently handle all mailing services for over 15 Municipalities or Government Agencies. As the City of Fort Lauderdale is looking for a company who can handle all of their mailing needs, in reliable, efficient and cost effective manner, we feel we are well experienced, staffed and equipped to handle all of these needs.

The City of Fort Lauderdale is looking for a company with the experience and resources to reliably barcode, encode, presort and commingle 600,000 pieces per year. With 3 MLOCR machines in Fort Lauderdale and one at our backup facility in Orlando PCI is well equipped to perform these services. The City of Fort Lauderdale is also looking for a company to handle their Bulk or Standard Mail. We currently barcode and presort bulk mail on a daily basis. We also offer SCF drop shipments. With PCI bulk mail never sits waiting for other mail to come in.

The City of Fort Lauderdale is also looking for a company to pick up and drop their prebarcoded mail off at the Oakland Park Post Office. Since we already pick up your mail and drop off at the Oakland Park Post Office we will continue to provide this service at no charge to the City of Fort Lauderdale.

The City of Fort Lauderdale is looking for a company who can handle 300,000 pieces of non MLOCR readable mail. PCI is the leader in Remote Video Encoding Technology. We are currently placing barcodes on over 60,000 pieces of handwritten mail each day. Our unique keying service involves 3 people typing in each address. This provides us with an unsurpassed level of accuracy in keying. Only when two of the three people type in the exact address will we accept it as a valid address.

The City of Fort Lauderdale is also looking for a company who can handle all of their Flat mailings. PCI is known throughout Florida as the leader in Flats mailings. PCI pioneered Third Class with First Class timing and continue to be on the cutting edge. Our proprietary Flats and Parcels programs save customer thousands of dollars each year. Our in-house or on-site training programs are designed to teach our customers how to save money.

The City of Fort Lauderdale is also looking for a company that is well equipped to handle all mailing services that may come up throughout the term of the contract. As we are not just a presort company we can meet your needs quickly and reliably. Our list of services is seemingly endless, including the following: Cheshire, InkJet, Bursting, Folding, Inserting, Fulfillment, Labeling, Laser Printing, International Mail, Metering, Database Management, List Procurement and Management, Courier Service, PO Box Pickup and Facilities Management.

PROPOSAL PAGES PART II

TECHNICAL PROPOSAL

APPENDIX E- Mail Processing System

Postal Center International has always been the leader in combining industry knowledge with State-of-the-Art Equipment. Despite the obvious threats we face each Hurricane Season, PCI is the only company to have a "real" backup plan. Our plant in Orlando is a working plant, processing mail for our Orlando customers including Walt Disney World. This facility is fully owned and operated by PCI.

Our mail processing system begins with the pickup of your mail. The count sheet that you fill out includes information that helps us route and process your mail quickly and efficiently. When the mail arrives at PCI is checked in by our Courier Manager and Check-In Supervisor. They check the mail, verify the count and route the mail to the proper department. All metered, barcode and presort mail is sent to the Quality Control department. Here, they verify that the mail has been prepared properly. After they approve the mail it is sent to barcoding. Our barcode department is staffed by 30 people and consists of three MLOCR machines. Each machine has a different camera system which allows us to read a wide variety of mail. The City of Fort Lauderdale's mail is first run on our MRS MLOCR machine. This machine specializes in reading fixed font mail. It has a contrast dial which allows the operator to fine tune the reading of the mail. At present, The City of Fort Lauderdale's mail runs best on a setting of 243. The rejected mail from this machine is run one more time at this station and then brought over to our ATR MLOCR machine. This machine specializes in proportional font mail. It also has a contrast dial. On this machine The City of Fort Lauderdale's mail runs best at a setting of 253. The rejects are again run one more time. The rejected mail from this machine is brought over to our ARS system. This is the newest machine on the market. It has an auto contrast setting. This machine is very good at reading mail that has a bad background. The rejected mail is then run again on this machine in RVE (encoding mode). At this point all the mail has been commingled and is then delivered to the U.S.P.S.

Special Handling Mail, such as an inserting job is routed to our Direct Mail Department. Before work is begun on a job a work order is created by one of our Account Reps. If they are unsure of exactly what the job entails they will call the customer before work begins on the job. Please see the attached Equipment List for all the equipment that we have in this department. We pride ourselves on our ability to process special handling mail, quickly, efficiently and reliably for all of our customers. Our customers are kept abreast of the status of each of their jobs as it travels throughout our plant. Our processing system is based upon guidelines set forth by the U.S.P.S. in their Mail Preparation Total Quality Management Program as co-developed by the U.S.P.S. and the National Association of Presort Mailers.

PROPOSAL PAGES PART II TECHNICAL PROPOSAL

APPENDIX F - Non-Qualifying Mail

Non-Qualifying mail is mail that is barcoded, but does not qualify for postage discounts. At present all of The City of Fort Lauderdale's mail qualifies for postage discounts.

Non-barcodeable mail is mail that for some reason or other can not have a valid barcode placed on it. Unless the piece is obviously not barcodeable due to the physical characteristics of the mail piece i.e.; no barcode clear zone, or staples through the piece, etc., PCI will attempt to barcode the piece. If the piece does not meet Automatable criteria PCI will call the customer prior to adding postage to the piece.

PROPOSAL PAGES PART II TECHNICAL PROPOSAL

APPENDIX G - Qualification

The process of qualification involves the sorting of mail down to the finest level. In order to achieve the deepest discounts the mail must be sorted to 5 digits. For instance if a mail piece were destined to Orlando zip code 32819, PCI would need to have a total of a least 150 mail pieces to this zip code to qualify at a rate of 23.8. If for some reason we did not have enough pieces the next discount level would be to have at least 150 pieces to the first 3 digits of the zip code. In this case 328. The postage level for this sortation is 25.4 cents. If we do not have enough mail to reach this level than the mail can be sorted and sent out at 26.1 cents. At present all of The City of Fort Lauderdale's MLOCR barcoded mail qualifies for the best discount available. The City of Fort Lauderdale's RVE encoded mail is sent out at the basic sort rate of 26.1 cents. This is in order to facilitate same day processing. If The City of Fort Lauderdale chose next day RVE processing this mail could get out at the 23.8 cents discount.

PROPOSAL PAGES PART II

TECHNICAL PROPOSAL

APPENDIX H - Approach and Concept for Contract Commencement

Account setup and continued training are the keys to developing a successful partnership. During startup a PCI rep will be on hand at the customer site to provide start up training in mail preparation. Items such as how to tray mail, how to fill out a count sheet and the meaning of each of our special handling flags is discussed at this time. The customer will also be introduced to his driver. The customer is also invited out to our plant to watch his mail run. Our open house policy is unique in the business. Continued customer training is provided, through customer seminars whether at the customer site or at PCI. Newsletters and mail outs compliment the lectures and seminars. PCI has the highest Account Rep to Customer in the Industry. Our Free 10 Point Mail Systems Analysis has received rave reviews from our customers. It is our continued Customer Service that sets us apart from the rest of the industry. To date we are 1 of the 2 companies selected among hundreds to be able to process mail for Walt Disney World. The other company is in California.

Our approach to reading mail is simple and can best be described as training and technology. We train as much as possible and invest in the best equipment. Our newest camera can actually read and barcode handwritten mail.

PROPOSAL PAGES PART II TECHNICAL PROPOSAL

APPENDIX I - U.S.P.S. Savings Information

Postal Center has always been at the forefront of Postal savings. As members of MASA and the National Association of Presort Mailers we have gone to Washington to lobby for greater savings and in most cases have succeeded. The last rate case is a perfect example. Postage Discounts will be larger than ever before.

In first class mail The City of Fort Lauderdale will attain the following savings;

All same day barcoded mail will be sent out at the 5 digit sorted rate of 23.8 cents. This is a discount of 8.2 cents per piece. PCI will charge The City of Fort Lauderdale 1.7 cents for providing this service resulting in a savings of 6.5 cents. This savings will increase to 7.0 cents when the new rates become effective on January 10, 1999. The City of Fort Lauderdale can save up to \$39,000 per year based upon 600,000 pieces.

In Standard Mail (Bulk) class mail The City of Fort Lauderdale will attain the following savings;

All same day barcoded mail will be sent out at the 5 digit sorted rate of 15.5 cents. This is a discount of 10.1 cents per piece. PCI will charge the City of Fort Lauderdale 1.7 cents for providing this service resulting in a savings of 8.4 cents. The City of Fort Lauderdale can save up to \$25,000 per year based upon 300,000 pieces.

RFP NO. 582-8053, 3 YR. CONTRACT FOR MAILING AND FULFILLMENT SERVICES
CITY OF FORT LAUDERDALE/BROWARD CO-OP GROUP

PROPOSAL PAGES PART III QUESTIONNAIRE

Please provide the following information:

1. Lawsuits (any) pending or completed involving the corporation, partnership or individuals with more than ten percent (10%) interest:

a. List all pending lawsuits which are concerned directly with the staff or part of your organization proposed for the contract:

N/A

b. list all judgments from lawsuits in the last 5 years which are concerned directly with the staff or part of your organization proposed for the contract.

N/A

II. Attach a Balance Sheet and Statement of Profit and Loss of the proposing firm from the preceding calendar or fiscal year, certified by either an appropriate Corporate Officer, or an independent Certified Public Accountant. If proposing firm is a privately held corporation, providing such records, for City review, at a time and place convenient to the City, will satisfy this requirement. If the proposing firm is a newly formed corporate entity, the City may require a personal guarantee of performance by principals or stockholders.

The proposer understands that the information contained in these Proposal Pages is to be relied upon by the City in awarding the proposed Agreement, and such information is warranted by the proposer to be true. The proposer agrees to furnish such additional information, prior to acceptance of any proposal, relating to the qualifications of the proposer, as may be required by the City.

III. HAVE YOU PROVIDED THE REQUIRED NUMBER OF RFP COPIES, ONE ORIGINAL AND THREE COPIES?

YES: ☒ NO: ☐

PROPOSER PLEASE INSURE THAT YOU HAVE SIGNED THE SIGNATURE PAGE AND ALL PROPOSAL SUMMARY PAGES, COMPLETED. OMISSION OF A SIGNATURE OR FAILURE TO COMPLETE THE PROPOSAL SUMMARY PAGES MAY RESULT IN REJECTION OF YOUR PROPOSAL